

STATE OF MARYLAND
BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS
FINAL MINUTES OF THE MEETING HELD ON: March 21, 2013

MISSION OF THE MARYLAND BOARD OF WATERWORKS & WASTE SYTEMS OPERATORS

The Treatment Systems that provide drinking water for our citizens and handle the wastes generated by our daily activities play an important role in protecting Public Health and the Environment of Maryland. Through the Certification Program established by State Law, the "Board of Waterworks and Waste Systems Operators" sets the education, experience and examination standards for Operators and Superintendents who work in these vital systems.

BOARD MEMBERS PRESENT

William Shreve	James Stewart	Dominic Deludos
Hiram Tanner	Russell Kelley	Nancy Reilman
Joe Johnson	Nancy Hausrath	Jerry Wheeler

OTHERS PRESENT

Tom Riley	MES Liaison
Jack Bowen	MRWA Liaison
Noelle Anuszkiewicz	CWEA Liaison
George Kohutiak	Board Counsel
Lawrence Robinson	Board Technical Advisor
E. Lee Haskins	Board Secretary

01. CALL TO ORDER

Board Chairman, Bill Shreve called the meeting to order at 10:03 A.M. at the Maryland Environmental Service Headquarters, in Millersville, Maryland. Nine Board Members, three Board Liaisons, the Board Counsel, the Board Technical Advisor, and the Board Secretary were present.

02. AGENDA REVIEW AND ADOPTION OF PROPOSED MEETING AGENDA

It was moved by Nancy Hausrath, and seconded by Joe Johnson to approve the meeting agenda with two additions under "Ongoing Business". The motion was approved unanimously.

03. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

Board Members reviewed January 24, 2013 draft meeting minutes. Nancy Hausrath moved for approval of the minutes with 2 corrections. The motion was seconded by Dr. Kelley. The motion was approved unanimously.

Board Members agreed to table approval of the February open and closed session meeting minutes, until the April Board meeting.

04. BOARD CHAIRMAN'S COMMENTS

Board Chairman, Bill Shreve welcomed everyone for attending the meeting.

04A. PRESENTATIONS

There were no presentations.

05. SECRETARY'S REPORT

A. Administrative Activities. Mr. Haskins reported:

1. The overall-passing rate for the certification exams from September, 2012 through February, 2013 was 33%. (Last Month = 40%)
2. Board revenues through February were **\$141,039.25**. The Board expenses were **\$175,582.40**. The encumbrances were **\$16,595.00**. The Board's budget allowance for FY 2013 is **\$232,480**.

B. Correspondence.

The Board received a letter from Mr. Chad W. Weddle, Esq. regarding a close session issue.

06. REVIEW OF APPLICATIONS

REQUESTS FOR RECIPROCITY:

REQUEST: Mr. Comeau works for the Environmental Chemical Corporation (ECC). Mr. Comeau is planning to work at the Aberdeen Proving Grounds in Harford County, Maryland. His company was awarded the contract in August of 2012.

Mr. Comeau is requesting reciprocity from his Massachusetts Wastewater Operator Grade 5 license for a Maryland Wastewater Treatment Operator Class 5 certificate. A copy of his Massachusetts license is attached. The license will expire on 12/31/2013.

Board Members again deferred action on this request. Board staff will obtain more information regarding the exact type of wastewater facility Mr. Comeau worked at while in Massachusetts.

REQUESTS FOR Educational Substitution:

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2 REQUEST: Mr. Clementson works for the Town of Poolesville. He is
3 requesting "Educational Substitution" for a Maryland Wastewater
4 Treatment Operator Class W5 and WA certificates. He has a B.S.
5 degree in "Environmental Science" from Mount St. Mary's University.
6 A review of his official college transcript indicates, he has 79
7 credits in math and science courses.

8
9 Board Members discussed the issues regarding the request. Nancy
10 Reilman moved that the Board grant 12 months "Educational
11 Substitution" for Mr. Clementson. The motion was seconded by Jerry
12 Wheeler. The motion was approved unanimously. Mr. Clementson will
13 now be eligible to receive his Operators W5A certificate on October
14 1, 2013.

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16 *****

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18 **07. COMMITTEE REPORTS**

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20 **A. Magazine Sub-Committee**

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22 A. Nancy Hausrath is working on an "Ask the Board" article for
23 publication for the end of March.

24
25 **B. Training Review and Evaluation (TRE) Committee**

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27 The Board Members reviewed 54 submitted training courses recommended
28 for approval by the TRE Committee. After a review, Jimmy Stewart
29 moved to approve the recommendations. The motion was seconded by
30 Nancy Hausrath. The vote was unanimous. The next scheduled TRE
31 meeting is June 12, 2013.

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33 **8. ON-GOING BUSINESS**

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35 A Nancy Reilman presented her recommended regulation
36 revisions. She has suggested these changes in conjunction
37 with the Board counsel, George Kohutiak. The revisions
38 were discussed during a very lengthy and wide ranging
39 session. Several suggestions were made to improve the
40 revisions. Finally, Board Members agreed to pursue the
41 changes.

42
43 B. The Board Chairman passed out his revised policy for the
44 Training Review and Evaluation committee's guidelines. He
45 highlighted his primary adjustments. Bill will email a
46 copy of the new guidelines to all Board Members and
47 Committee Members. Everyone is invited to review the draft
48 and comment for the April Board meeting.

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50 **9. DISCUSSION WITH BOARD LIAISONS AND GUESTS**

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52 A. Don Sprinkle, the WWOA Liaison had no issues of concern.

- 1 B. Tom Riley, the MES Liaison had no issues of concern.
2 C. Jack Bowen, the MRWA Liaison had no issues of concern.
3 D. Noelle Anuszkiewicz, the CWEA Liaison had no issues of
4 concern.
5 E. Karen Brandt, the MCET Liaison was unable to attend the
6 meeting.
7 F. Dave Duree, the MOWPA Liaison was unable to attend the
8 meeting.
9

10 10. CLOSED SESSION

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12 The Board met in closed session on March 21, 2013 from 12:07 PM
13 until 12:29 P.M. at the Maryland Environmental Service headquarters,
14 in Millersville, Maryland to consider and discuss a disciplinary
15 matter concerning a certified operator, including the possible
16 suspension or revocation of Board-issued certificates, and to
17 consult with counsel to obtain legal advice regarding the matter.
18

19 State Government Article, §§10-508(a)(1)(i) and 10-508(a)(7)
20 authorize closing a Board meeting for these purposes.
21

22 Acting on a motion by Jimmy Stewart, seconded by Hiram Tanner, Board
23 Members present and agreeing to close the meeting were: Nancy
24 Hausrath, Nancy Reilman, James Stewart, Dominic Delodos, Hiram
25 Tanner, Joe Johnson, and Jerry Wheeler. It is noted that Chairman
26 Shreve did not vote. The Board Counsel, George Kohutiak, the Board
27 Technical Advisor, Lawrence Robinson, and the Board Secretary, E.
28 Lee Haskins, were also present. The vote was unanimous to close the
29 session.
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31 Discussion:

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33 Board Counsel, George Kohutiak, briefed the Board on the pre-hearing
34 conference held on February 28, 2013 with Chad W. Weddle, Esq, the
35 operator's attorney, and MDE Prosecutor, Christian Dabb. During the
36 conference, a hearing was scheduled for June 20, 2013 at 10:00 am at
37 the offices of the Maryland Department of the Environment and
38 certain other procedural matters were discussed.
39

40 Board Members discussed a letter received from Chad W. Weddle, Esq.,
41 the attorney for the operator. The contents of the letter were
42 discussed during the closed session.
43

44 Motion to Adjourn:

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46 Acting on a motion by Hiram Tanner, seconded by Jimmy Stewart, Board
47 Members voted unanimously to come out of closed session at 12:29
48 P.M. The vote was unanimous.
49

50 11. ADJOURNMENT

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52 Acting on a motion by Nancy Hausrath, seconded by James

1 Stewart, Board Members voted unanimously to adjourn the meeting
2 at 12:29 P.M. **The next Board meeting is scheduled for April 18,**
3 **2013, at the Little Patuxent Water Reclamation Plant, in**
4 **Savage, Maryland. The meeting will start at 10:00 A.M.**

5
6 Respectfully Submitted,
7 E. Lee Haskins
8 Board Secretary